



**NEWTOWN DISTRICT DEPARTMENT OF HEALTH  
JOB DESCRIPTION  
ASSISTANT SANITARIAN**

**GENERAL STATEMENT OF DUTIES:** Performs duties related to the control and improvement of environmental health. Employee is responsible for the performance of technical and inspectional work to promote and protect the public health and environmental health through review, inspection and enforcement of State and local public health laws and regulations.

**SUPERVISION RECEIVED.** Works under the supervision of the Director of Health. May work under the general supervision of employee(s) of higher grade.

**SUPERVISION EXERCISED.** None

**EXAMPLES OF DUTIES:**

- Investigates complaints involving public health hazards and initiates appropriate abatement procedures.
- Inspection of food service establishments for compliance to state and local regulations.
- Review and approval of proposed food service facilities.
- Review and approval of proposed well locations for compliance to state and local regulations
- Inspection of schools, daycare centers, housing, swimming and bathing areas, and other public facilities.
- Collection of water samples for potability and other analysis.
- Investigates suspect sewage disposal system failures and initiates appropriate abatement procedures.
- Inspect all phases of subsurface sewage disposal installations for compliance to state and local codes.
- Conduct site investigations to determine suitability for subsurface sewage disposal systems including but not limited to percolation test and deep hole tests.
- Review and approval of proposed engineered and non-engineered subsurface sewage disposal system designs.
- Performs other related assignments as required.

**EDUCATION, EXPERIENCE AND TRAINING:**

Four year college degree in Biological and/or related Environmental studies. Phase I and Phase II Certification for subsurface waste disposal system and be certified to inspect food service facilities or obtain certificate within 6 months. At least two (2) years as trainee Sanitarian or related position.

**KNOWLEDGE, SKILLS AND ABILITY:**

Knowledge of principals and practices of environmental health. Knowledge of the laws, rules and regulations pertaining to municipal environmental health and sanitation control.

Ability to enforce regulatory provisions firmly and impartially.

Ability to maintain effective working relationships with associates and the general public.

Ability to obtain the cooperation of the general public in establishing and maintaining optimum standards of sanitation in the interest of public health. Must have strong written and oral communication skills.

Ability to exercise good judgment in the performance of job duties.

**SPECIAL REQUIREMENTS:**

Incumbents in this class are required to travel in the course of their daily work and must possess a valid State of Connecticut driver's license.

Incumbents must have successfully completed the Registered Sanitarian examination or be able to do so within six months.

Incumbents in this class must be able to climb and crawl to remote sites to perform inspections. Incumbents must be able to lift up to 50 pounds.

**WORKING CONDITIONS:**

Incumbents in this class are required to work outdoors extensively and may be exposed to inclement or severe weather conditions including heat, cold, rain or snow.